

ROUTING AND RECORD SHEET

DDA REGIS

FILE: 100-20

SUBJECT: (Optional)

An Invitation

FROM:

C/DO/CMS

EXTENSION

NO.

DATE

21 March 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDO Registry

2. DDO

3. DDA Registry

4. EXO/DDA
ADDA

5. DDA Reg (file)

6. ~~DDA Reg~~ (Be)

7.

8.

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10.

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12.

13.

14.

15.

OK
called into

STAT


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~~CONFIDENTIAL~~

21 March 1986

MEMORANDUM FOR: Associate Deputy Director for Administration

VIA: Deputy Director for Operations

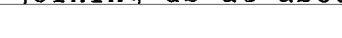
FROM: 
Chief, DO/Career Management Staff

25X1

SUBJECT: An Invitation

Jim

1. The DO is holding its first "Futures Conference" from 25-27 March 1986. This conference is part of our overall plan for executive development and is designed to educate selected DO officers at the GS-15 and SIS levels on major issues facing the Agency and to expose them to the ideas of a noted futurist, Mike Openheimer.

2. Clair thought it would be useful for these senior DO officers to have the opportunity to meet you and the other top executives of the Agency. Therefore, he has asked me to extend his invitation to you to be a guest of the DO at the opening cocktail party/reception. The reception will be held in the Executive Dining Room from 1730-1900 hours on Tuesday, 25 March 1986, and will include remarks by the DCI, who will be joining us at about 1800 hours. Please have your secretary call  to let us know whether you'll be able to attend.

25X1

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~~CONFIDENTIAL~~